

INSTRUCTIONS FOR FILING AN APPLICATION FOR LICENSURE TO PRACTICE OSTEOPATHIC MEDICINE IN MAINE

Before you complete this application, please review the statute governing osteopathic physicians in Maine. The statute for osteopathic physicians can be found on the internet at <http://janus.state.me.us/legis/statutes/32/title32ch36sec0.html>. The fee for an endorsement application is \$350. APPLICATION FEES ARE NON-REFUNDABLE.

This application, together with the supporting documents and a check or money order for \$350 should be filed with the Board office at least 90 days prior to the Board meeting at which you would like your application to be reviewed (meetings are held monthly on the second Thursday).

Incomplete applications or those without the fee or required documents will not be processed. Instructions are as follows:

1. Please type or print clearly.
2. All supporting documents must be notarized with the statement: "This is a true copy of the original".
3. Provide documentation of any name change (i.e. marriage, divorce).
4. Provide complete addresses, including street names and numbers and zip codes for all schools and institutions listed in Section 5.
5. Forward the Certificate of Medical Education with instructions that it be returned directly to this office. A transcript must accompany the certificate.
6. If you have ever been licensed by another state, please forward the enclosed verification form with instructions that it be returned directly to this office.
7. If you have taken a national exam, please request that the examining agency forward certification of your scores directly to this office (Please note that most states require a certification fee). The addresses are as follows:

National Board of Osteopathic Medical Examiners
8765 West Higgins Road, Suite 200
Chicago IL 60631-4101 Ph: 773/714-0622/Fax: 773/714-0631 Email: admin@nbome.org

Federation of State Medical Boards (FLEX)
400 Fuller Wiser Road Suite 300
Euless TX 76039-3855 Ph: 817/868-4000/Fax: 817/868-4099 Web: www.fsmb.org

Those applicants who have taken the FLEX exam will need to sit for an exam in Osteopathic Practices & Principles. Contact the Board office for information.